

**ADMINISTRATIVE PROCEDURE 7342 LEAVE FOR ILLNESS OF A FAMILY MEMBER**  
Academic Administrators, Classified Managers and Confidential Employees

Subject to the approval of the President, an academic administrator, classified manager or confidential employee may be granted up to 5 days leave per college year without loss of pay in the event of a serious illness of his/her spouse, child, parent or sibling, or any person living in the immediate household of the employee. Leave taken under this provision is to be drawn from the employee's existing sick leave balance.

Approved by the Chancellor: February 22, 2013

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